

I.C.E. acknowledges the traditional custodians of the land on which we are situated: the Burramattagal people and clans of the Darug Nation. We give respect to Darug Elders past and present, and acknowledge the First Nations people of Australia and those from across the globe who live in the area and work at and with I.C.E.

VACANCY ANNOUNCEMENT

Producer, First Nations Program

Full-time position:	5 days per week
Duration:	July – December 2020 (with possible long-term extension)
Salary:	\$80,240 per annum plus superannuation. Salary packaging option of up to \$15,900 available
Award:	SACS Award: Level 5, Pay Point 1

Leading Western Sydney arts organisation Information and Cultural Exchange (I.C.E.) wishes to employ a dynamic cultural producer to lead our First Nations Program.

The Producer, First Nations Program will work with Western Sydney First Nations communities to develop, manage and produce cultural projects across a range of creative forms (including screen, digital and music); and will be selected on the basis of demonstrated experience in devising and producing arts-based projects with First Nations communities and artists.

KEY POSITION DUTIES

- Consult with First Nations communities, artists and cultural producers to generate cultural projects and audience engagement programs
- Undertake research and development for future programming
- Develop and deliver projects across a range of cultural forms and creative practices
- Oversee program/project production, management and administration
- Co-ordinate program/project personnel
- Facilitate and manage community liaison, input and participation
- Assist in program/project reporting/acquittals
- Develop/maintain relationships with relevant stakeholders
- Advise re media/marketing strategies
- Prepare and administer contracts
- Manage project staff/contractors/volunteers.
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SELECTION CRITERIA:

Essential

- Demonstrated experience in community consultation and engagement
- Demonstrated experience in the conceptualisation, development, coordination and production of arts-based projects with First Nations communities
- Relevant tertiary qualification/equivalent experience in contemporary art and/or arts education
- High level of verbal and written communication skills
- Excellent negotiation and interpersonal skills
- Attention to detail
- Capacity to work flexible hours, including weekend work when required

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Desirable

- Advanced computer literacy
- Experience in a digital/screen arts or music production
- Current first aid certificate
- Current driver's license.

How to Apply:

Your application must include a cover letter addressing the Selection Criteria, a current resume and contact details for 2-3 referees.

Please email your application by 5pm on or by Friday, 17 July 2020 with **'Application for Producer, First Nations Program'** in the subject line to: I.C.E. Executive Director, Anne Loxley at anne.loxley@ice.org.au

For Enquiries:

Please contact Anne Loxley on 02 8821 9157

Visit: www.ice.org.au/jobs

Please Note:

This position is open to First Nations applicants only. Employment will be subject to a satisfactory National Police Check and a Working with Children Check.

I.C.E.

I.C.E. is a Western Sydney arts organisation working in the areas of socially engaged practice, cultural development and community engagement, screen cultures, youth music, digital technology and production, professional development and Arts training, and creatively-based social enterprise development.

I.C.E. works with Western Sydney's most vulnerable and disadvantaged communities via multi-disciplinary/multi-platform programming, including:

- Digital/screen-based and multi-media art and platforms
- Music across a range of genres including Metal, Hardcore, Electronic, Pop
- Performance
- Cultural tours
- Digital storytelling
- Publishing
- Training and professional development for artists, producers and creatives
- Arts-based social enterprise development
- School-based programs.